

HOWARD COUNTY BOARD OF COMMISSIONERS' MEETING JUNE 6, 2016

The Howard County Board of Commissioners met in Regular Session on Monday, June 6, 2016, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Paul Wyman, Vice President Tyler Moore, and Member Brad Bray. Also in attendance were County Attorney Larry Murrell, Assistant County Attorney Alan D. Wilson, and Auditor Martha Lake.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Paul Wyman. Commissioner Brad Bray led in the Pledge of Allegiance and Vice President Tyler Moore offered a word of prayer.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the May 16, 2016 Regular meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Bray, seconded by Mr. Moore and carried.

The minutes of the May 20, 2016 Executive Session were submitted. Those present included Commissioners Paul Wyman, Brad Bray and Tyler Moore; Auditor Martha Lake; County Attorney Larry Murrell; Projects Manager Pam Isaac; members of the Community Corrections Advisory Board. The purpose of the meeting was to discuss strategy with respect to the possible purchase or lease of real estate. A motion was made by Mr. Moore to approve the Executive Session minutes dated May 20, 2016. The motion was seconded by Mr. Bray and carried.

IN THE MATTER OF SPECIAL RECOGNITION:

1) Mr. Wyman asked Mr. Brad Shepherd, of the Maintenance Department, to come to the podium. Mr. Wyman read a letter written by Buildings & Grounds Superintendent Bill Stonestreet, nominating Mr. Shepherd to receive the honor of Employee of the Month for June, 2016. At its conclusion Mr. Wyman presented Mr. Shepherd as the Employee of the Month for Howard County, June, 2016. Mr. Shepherd was gifted with a certificate to Main Street Café and a glass memento from Opalescent Glass, for this achievement. Applause was given to Mr. Shepherd and he had his picture taken with the Board of Commissioners.

2) At this time Mr. Moore announced that another name had been nominated to be Employee of the Month. On behalf of the Board of Commissioners, Mr. Moore asked Mrs. Carl Koontz (Cassie) and Sergeant Jordan Buckley to come to the front of the room. Sergeant Buckley had submitted the name of fallen Officer Carl Koontz as employee of the month, but the Board of Commissioners wanted to honor both Officer Carl Koontz and Sergeant Buckley with the Pillar of the Community Award. Much applause was given to Sergeant Buckley and Mrs. Koontz (on behalf of Officer Carl Koontz) as they both received the Pillar of the Community Award for their service to Howard County.

IN THE MATTER OF DEPARTMENTAL REPORTS:

SHERIFF DEPARTMENT:

Sheriff Steve Rogers informed the Commissioners that the Jail Video System needs to be updated as the collectors are failing and need to be replaced. The company that replaced a collector earlier in the year and deals with the system at the Courthouse, was asked to review the jail system. They quoted a price to update all the equipment and bring it in compliance with the Courthouse video system and Kinsey Youth Center's video system. The one collector that was recently replaced, and any other working equipment, could have a new home at the future Work Release Center. Sheriff Rogers asked Captain Robin Byers, to speak to this new system. IS Department Terry Tribby and Jeremy Stevens were also invited to the podium to answer any questions. Sheriff Rogers would like to use \$25,000.00 from their Technology Fund and \$26,915.00 from the Misdemeanor Fund to pay for this new system. There are only two vendors in the state that can supply the correct equipment and only one vendor submitted a quote. The proposed new Jail Video System will be compliant with the systems used at the Courthouse and Kinsey Youth Center. After looking at the paperwork, Mr. Murrell clarified that it could be considered a Special Purchase because of the compatibility issue. At the end of explanation, and after several questions were answered, the following determination was given by Mr. Moore:

"The Board determines that the compatibility of the proposed collector system is a substantial consideration in the purchase, and only one source meets the County's reasonable requirements, all pursuant to IC 5-22-10-8. I move to purchase the Jail Video System from Security Automated Systems in the amount of

\$51,916.00, with \$25,000.00 to be paid from the Sheriff Technology Fund, and \$26,915 from the Misdemeanor Fund, as a Special Purchase. The motion was seconded by Mr. Bray and carried.

PROJECTS MANAGER:

1) Projects Manager Pam Isaac informed the Board that the EMA Department has been awarded a grant from the Capital Group in Indianapolis, in the amount of \$5,312.00. She will be using that money to purchase a carbon monoxide monitor to keep on the Fire Rehabilitation Truck. It is the only carbon monoxide monitor in the County. The purchase will be made from Masimo, in California. Commissioner Bray commented that this piece of equipment will save lives. A motion was made by Mr. Bray to approve the purchase of a Carbon Monoxide monitor from Masimo, in the amount of \$5,132.00. The motion was seconded by Mr. Moore and carried.

2) The County has received a Small Business Rent Abatement application from Uptown Kids, to be located at 117 West Sycamore Street, in downtown Kokomo. Mr. Wyman reported that the Committee did review and approve the Small Business Grant. A motion was made by Mr. Moore to approve the Memorandum of Understanding between Howard County and the Greater Kokomo Economic Development Alliance for a Small Business Rent Abatement Grant, in the amount of \$5,000.00, for Uptown Kids, as submitted. The motion was seconded by Mr. Bray and carried.

3) Ms. Isaac informed the Commissioners that the Sheriff's Office and the Clerk's Office were informed by Bona Vista that they will no longer be offering Pre Sort mail services as of June 6, 2016. Ms. Isaac, Sheriff Rogers and Clerk Kim Wilson have been meeting with Midwest Pre Sort Service and would like to enter in to a Temporary Contract for the Clerk's Office, in the amount of a \$10,000.00 Postage Deposit, and a Temporary Contract for the Sheriff's Department with a Postage Deposit of \$1,200.00. The claims for those payments have been prepared and are ready for the Commissioners' approval and signature as early paid claims. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the Temporary Agreements with Midwest Pre Sort Services for the Clerk's Office and the Sheriff's Department, and authorize the President to sign on behalf of the Board of Commissioners. A motion was made by Mr. Moore to approve the \$1,200.00 check and the \$10,000.00 check to Midwest Pre Sort Services. The motion was seconded by Mr. Bray and carried. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to ratify President Wyman's signature on the early paid claims.

HIGHWAY DEPARTMENT:

Howard County Engineer / Superintendent Ted Cain submitted a Supplemental Agreement No. 3 for Bridge 508. Bridge 508 carries Park Avenue over the Kokomo Creek. This Supplemental Agreement is in the amount of \$40,826.45, \$8,165.29 of which is payable by Howard County. The additional amount is due to the slag that is at this location and environmental issues with this bridge being so close to the Continental Steel site. A motion was made by Mr. Moore to approve the Supplemental Agreement #3, Des #1400994, for Bridge 508, in the amount of \$40,826.45, of which the County pays \$8,165.29 (20%). The motion was seconded by Mr. Bray and carried. The Board also congratulated Mr. Cain the recent birth of his new grandson.

At 4:38 p.m. the Regular Meeting was recessed to hold a previously scheduled Public Hearing on a motion made by Mr. Moore, and seconded by Mr. Moor and carried.

Plan Commission Director Glen Sheline submitted two Unsafe Properties as follows:

2367 South County Road 465 West, West Middleton, owned by Shirley J. Crites
1250 East County Road 330 South, Greentown, owned by Terry Snider

At this time the floor was opened for comment as follows:

Derrick Glass, 5896 North County Road 600 East, Windfall: Mr. Glass saw this property on line and has been trying to contact the owner, Terry Snider, for the last six months. Mr. Snider finally did contact Mr. Glass and informed him that if he was still interested in the property, it was set to be demolished. Mr. Glass has met with Mr. Sheline, and has reached out to Mr. Mark Dollase, Indiana Landmarks. Mr. Glass has a degree in architecture and graphic design, and he would like to turn this into a residential property. He submitted drawings from a structural engineer. This building is not registered as a Historical Landmark, but it does meet the criteria of a second tier classification of historical property not registered or renovated. Depending on the outcome of this Public Hearing, he would like to purchase it immediately. He would hire out the masonry, but Mr. Glass and his father, who is an electrical engineer, would do the remaining repairs and renovation. In

response to a question posed by Mr. Wyman, Mr. Glass believes he can have the building secured in about 2 ½ weeks. He would then begin the cleanup.

Mr. Sheline's main concern is the safety issue and would like the property secured as quickly as possible. He and Mr. Wyman discussed thirty (30) days to secure the property and one (1) year to occupy the property.

Mr. Murrell suggested the Commissioners continue this Public Hearing for sixty (60) days to make sure the property is secured, then meet on Monday, August 1, at 4:30. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to continue this Public Hearing on Monday, August 1, 2016, at 4:30 p.m., and direct Mr. Glass to secure the property no later than thirty (30) days, and occupy the property no later than one (1) year. Mr. Sheline will inspect the property after thirty (30) days on behalf of the Board of Commissioners. Mr. Glass was thanked for trying to save the property.

Concerning the unsafe property located at 2367 South County Road 465 West, West Middleton, Indiana, Mr. Sheline reported that he has contacted the owner, Ms. Shirley Crites, and she has no intention of doing any "remedial actions". Let the record show that there is no representative of Ms. Shirley Crites in attendance to speak on her behalf. Mr. Sheline suggests that the Board of Commissioners move forward with the demolition of the property. A motion was made by Mr. Moore to affirm the May 3, 2016 Order on Unsafe Premises issued by the Howard County Enforcement Authority for property located at 2367 South County Road 465 West, West Middleton, to hold a final Public Hearing on July 5, 2016 at 4:30 p.m., and to authorize Mr. Wyman to sign the final draft of Resolution No. 2016-HCCR-15, on behalf of the Board of Commissioners. The motion was seconded by Mr. Bray and carried.

***At this time the Public Hearing is continued, and the Regular Meeting is reconvened
on a motion made by Mr. Moore, seconded by
Mr. Bray and carried.***

PLAN COMMISSION:

1) Director Greg Sheline submitted Case 5-CP-16, one (1) lot in Sycamore Farms Section 4 Subdivision located at 6088 Bluegrass Road, Kokomo, Indiana. This plat has received a favorable recommendation from the Plan Commission. A motion was made by Mr. Moore to approve Case 5-CP-16, 1 lot located at 6088 Bluegrass Road, Kokomo, Indiana. The motion was seconded by Mr. Bray and carried.

2) At the May 16th meeting, Mr. Sheline had submitted one (1) bid for the excavation of the blighted property at 3315 West County Road 50 South, Kokomo, Indiana, from City of Firsts Excavating and Demo, LLC, in the amount of \$12,900.00. Mr. Sheline applied for a waiver because the bid came in above the grant amount allocated for excavation, and that waiver has been approved. The County will also have to have asbestos studies done before excavation can begin. Mr. Sheline recommends the Board accept the bid from City of Firsts Excavating and Demo, LLC. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to accept the bid from City of Firsts Excavating and Demo, LLC, in the amount of \$12,900, for the demolition of the blighted property at 3315 West County Road 50 South, Kokomo, Indiana.

MAINTENANCE:

1) Buildings and Grounds Superintendent Bill Stonestreet submitted a request for the Howard Haven Asphalt Overlay Project. This project would cost \$27,100.00 with the asphalt being supplied by E & B Paving, and the Highway Department will haul the asphalt and do the actual repair, saving the county money. Mr. Stonestreet would like to pay the \$27,100.00 from 1138-000-04724.00, Building Repair. A motion was made by Mr. Moore to approve the Howard Haven Overlay Project with the asphalt being supplied by E & B Paving, in the amount of \$12,000.00, to be paid from 1138-000-04724.00, and authorize the President to sign the E & B Paving Bid Acceptance. The motion was seconded by Mr. Bray and carried.

2) Mr. Stonestreet informed the Commissioners that the Backflow Preventer at the Jail is in need of replacement, in the amount of \$3,800.00 from Irish Mechanical. The Backflow Preventer prevents any water pressure from the building, from entering the public water system during a low water pressure situation. They must be tested and certified annually and at our last inspection this Preventer failed. Mr. Stonestreet would like to pay for this piece of equipment from 1138-000-04724.05, Building Upgrades. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the purchase of a new Backflow Preventer for the Criminal Justice Center from Irish Mechanical, in the amount of \$3,800.00, to be paid from 1138-000-04724.05, Building Upgrades.

IN THE MATTER OF CLAIMS AND REPORTS:

Auditor Martha Lake submitted the following claims and reports for the Commissioners' information and approval:

1. **Salary Claims:** The Salary, Hourly, and Overtime claims, payable June 3, 10, and 17, 2016, in the amount of \$364,928.36 each, were approved for payment on a motion made by Mr. Bray, seconded by Mr. Moore and carried.
2. **Operating Claims:** The Commissioners' Operating Claims payable today, in the amount of \$1,156,819.31, were submitted, and approved on a motion made by Mr. Bray, seconded by Mr. Moore and carried.
3. **Early Paid Claims:** The following early paid claims were submitted for ratification of the President's signature:

J & K Communications	\$488,775.00	P-25 Project
Grand Wayne Center	\$ 714.00	Auditor Conference
Willie Thompson	\$ 50.00	Election Board Assistant
Doris Ferguson	\$ 300.00	Election Board Assistant
Nancy Wyaat	\$ 200.00	Election Board Assistant
Midwest Pre-Sort	\$ 14,190.00	Mail Services for County Assessor

A motion was made by Mr. Bray to ratify President Wyman's signature on the early paid claims as listed. The motion was seconded by Mr. Moore and carried.

- D. **Monthly Reports:** Ms. Lake submitted the Treasurer's Monthly Report for the month ending April 30, 2016, and the Recorder's Monthly Report for the month ending May 31, 2016. Both reports were accepted on a motion made by Mr. Bray, seconded by Mr. Moore and carried.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

County Attorney Larry Murrell submitted the following issues for the Board's information and approval:

1. **Resolution No. 2016-BCCR-14:** Mr. Murrell submitted Resolution No. 2016-BCCR-14, a resolution appointing ADA and Title IV Coordinators. This resolution appoints Personnel Director Debbie Lorenz as the Howard County ADA Coordinator and the Howard County Title IV Coordinator, effective immediately. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve Resolution No. 2016-BCCR-14 as submitted, effective immediately.
2. **Carver Rental Contract:** On behalf of Clerk Kim Wilson, Mr. Murrell submitted a Contract between Howard County and Carver Community Center for space for early voting leading up to and including General Election Day. This agreement is for \$10.00 per hour (13 hours x 9 days), for a total amount of \$1,170.00, Saturday, October 29; Monday October 31 through Sunday, November 6, Tuesday; November 8th. A motion was made by Moore, seconded by Mr. Bray and carried to approve the contract with Carver Community Center for early voting site services, in the amount of \$1,170.00, and authorize President Wyman to sign on behalf of the Board of Commissioners.
3. **TestNotice LLC:** On behalf of the Juvenile Probation Department Mr. Murrell submitted the Service Agreement with TestNotice, LLC, for drug testing scheduling services. This agreement was time sensitive so Mr. Wyman signed the Agreement. Mr. Murrell is asking that his signature be ratified. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to ratify the signature of Mr. Wyman on the Service Agreement with TestNotice, LLC.
4. **Tax Sale Addendum:** Ms. Martha Lake submitted the Tax Sale Support Services Addendum which includes the increased fee from \$70 to \$75 for each parcel. A motion was made by Mr. Moore to approve the Tax Sale Support Services Addendum with SRI. The motion was seconded by Mr. Bray and carried.

IN THE MATTER OF COMMISSIONER ISSUES:

COMMISSIONER BRAY:

Commissioner Brad Bray informed the Board that. As a Deputy Coroner, he attended the State Coroner's Convention with Mr. Jeff Stout and Dr. Steve Seele, and was able to re-new his certification.

*There being no further business to come before the Board of Commissioners at this time,
the meeting was adjourned at 5:07 p.m. on a motion made by
Mr. Moore, seconded by Mr. Bray and carried.*

HOWARD COUNTY BOARD OF COMMISSIONERS:

PAUL G. WYMAN, PRESIDENT

TYLER O. MOORE, VICE PRESIDENT

ROBERT B. BRAY, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR

Howard County Commissioner Meeting June 6, 2016